



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING**

**Scottsdale Airport Terminal Lobby
15000 N. Airport Drive, Scottsdale, AZ**

August 8, 2012

MINUTES

PRESENT: Michael Goode, Chairman
William Bergdoll, Vice Chairman
Ken Casey
Bob Hobbi
William Schuckert
Steve Ziomek

ABSENT: Gunnar Buzzard

STAFF: Sarah Ferrera, Aviation Planning & Outreach Coordinator
Shannon Johnson, Management Analyst
Gary P. Mascaro, Aviation Director
Chris Read, Airport Operations Manager

OTHERS: Jim Harris, Coffman Associates, Inc.
Mark Koester, Stantec Consulting, Inc.
Greg Mead, Stantec Consulting, Inc.

CALL TO ORDER

Chairman Goode called the meeting to order at 6:00 p.m.

ROLL CALL

A formal roll call confirmed the presence of Commissioners as noted above.

PLEDGE OF ALLEGIANCE

Chairman Goode led the meeting in the pledge of allegiance.

AVIATION DIRECTOR'S REPORT

Aviation Director Mr. Gary Mascaro reported that the Planning Commission has unanimously approved the changes to Chapter 5 to incorporate the Development Review guidelines as code. On August 27 this will be on the Council consent agenda. He added that staff made minor cosmetic modifications since the last Commission meeting.

APPROVAL OF MINUTES

1. Approval of Minutes

Regular Meeting: June 13, 2012

Commissioner Ziomek made a motion to approve the minutes of the June 13, 2012 regular meeting. Vice Chairman Bergdoll seconded the motion, which carried by a vote of six (6) to zero (0). Commissioner Buzzard was absent.

PUBLIC COMMENT

No members of the public wished to address the Commission.

REGULAR AGENDA ITEMS 1 - 9

1. Discussion and Possible Action to Adopt Resolution 9138 Authorizing Contract 12PB035 in the amount of \$353,141 to Blucor Contracting, Inc. for the Construction of Runway Safety Area Enhancements at Scottsdale Airport

Airport Operations Manager Mr. Chris Read described the scope of this project. In response to a question from Chairman Goode he said that funding will be from the State and the Aviation Fund, not from the FAA. The runway will be closed for 12 nights during the construction period, which is expected to start towards the end of September.

Commissioner Hobbi asked how they could let the community know about this great project. Mr. Mascaro noted that interested people can subscribe to the email notices the staff puts out. Chairman Goode suggested a press release and Mr. Mascaro undertook to look into doing this.

Vice Chairman Bergdoll moved approval of Resolution 9138 authorizing Contract 12PB035 in the amount of \$353,141 to Blucor Contracting, Inc. for the construction of runway safety area enhancements at Scottsdale Airport. Commissioner Casey seconded the motion, which carried by a vote of six (6) to zero (0). Commissioner Buzzard was absent.

2. Discussion and Possible Action to Adopt Resolution 9138 Authorizing Approval of Engineering Services Contract 2012-131-COS with Stantec Consulting, Inc.

Mr. Read stated that this is to hire a new Airport engineer. The consultant's first job will be administration of the runway safety project. Future projects will depend on grant funding. He explained to Chairman Goode that as projects are begun, staff defines them and requests an authorization of service (AOS) from Stantec detailing the scope, man-hours, and costs. Per FAA guidelines, the AOS is reviewed by an independent panel to ensure the fees are reasonable.

Commissioner Hobbi commented that Stantec has an impressive background.

Mr. Read introduced Mr. Mark Koester and Mr. Greg Mead of Stantec. Mr. Meade stated the company is based in Phoenix. The aviation group of the company comprises roughly 20 employees. They have 25 years of airport experience in Arizona and neighboring states. In response to a question from Commissioner Ziomek he outlined the other areas the company works in.

Commissioner Ziomek made a motion to approve the adoption of Resolution 9138 authorizing approval of engineering services Contract 2012-131-COS with Stantec Consulting, Inc. Commissioner Casey seconded the motion, which carried by a vote of six (6) to zero (0). Commissioner Buzzard was absent.

3. Possible Action to Adopt Resolution 9140 Authorizing Approval of Planning Services Contract No. 2012-132-COS with Coffman Associates, Inc.

Aviation Planning and Outreach Coordinator Ms. Sarah Ferrara described the scope of services to be provided under this contract.

Commissioner Ziomek asked how planning services are different from the engineering services to be provided by Stantec. Mr. Mascaro said it is correct that the two facets will comeingle. Stantec's focus is on civil engineering and architecture, whereas Coffman focuses on planning.

Chair Goode wondered why 80 firms downloaded the RFQ but only one responded. Ms. Ferrara could not say, however the fact that 80 firms had seen the RFQ was an assurance that staff had followed correct procedures.

Vice-Chairman Bergdoll asked whether there is a minimum number of points a firm has to achieve in the points-based assessment, given that only one response was received. Mr. Read said there is not a minimum number of points. In this case the Purchasing Department wanted to have a panel review the proposal to double-check that everything required in the RFQ was in fact covered in the statement of qualifications.

Ms. Ferrara confirmed to Commissioner Ziomek that the contract covers just the Airport property.

Commissioner Hobbi asked the Stantec representatives and Mr. Jim Harris of Coffman Associates if they have worked together in the past and they confirmed that they have.

Vice-Chairman Bergdoll made a motion to recommend that City Council adopt Resolution 9140 authorizing approval of planning services contract No. 2012-132-COS with Coffman Associates, Inc. Commissioner Ziomek seconded the motion, which carried by a vote of six (6) to zero (0). Commissioner Buzzard was absent.

At the request of Mr. Mascaro, Chairman Goode deferred consideration of agenda item 4.

5. Discussion and Input Regarding Quarterly Noise Complaint Summary Report

Ms. Ferrara reviewed the quarterly noise complaint summary report, noting a significant decrease in complaints compared to the same period last year.

Chairman Goode asked why complaints had decreased by almost 50 percent. Ms. Ferrara and Mr. Mascaro said it is hard to say why this is. Staff has been very proactive over the past 18 months.

Chairman Goode inquired about Stage 2 aircraft. Mr. Mascaro said there might be a total of five. Chairman Goode remarked that new regulations will ground Stage 2 aircraft under 75,000 pounds effective January 1, 2016.

Commissioner Ziomek said the fact that there were a number of new, first-time complainants may be a good sign for the economy but not necessarily for the Airport. Ms. Ferrara confirmed that they log the complaints and the number of different individuals complaining.

Vice-Chairman Bergdoll asked whether staff is watching for trends in the location of complaints. Ms. Ferrara confirmed that they do.

Commissioner Casey said outreach is good and it is great that the Stage 2 aircraft are being phased out, as in the past transient Stage 2 aircraft contributed to the noise issue. New planes are far quieter.

Mr. Mascaro told Commissioner Ziomek that staff contact operators whenever they can correlate a noise complaint to a specific aircraft. He recalled more military flights in the past couple of months.

3. Discussion and Input Regarding Monthly Operations Reports for June and July 2012

Mr. Read presented the combined operations reports for June and July.

Chairman Goode inquired about the possibility of having Customs service available every day. Mr. Mascaro said at this point there is no solution. Staff has engaged with U.S. Customs and Border Protection and asked several times whether they would allow the Airport to use an extra person to cover the other two days when Customs service is not available. However, Customs policy would be that the Airport would have to pay for a second full-time position, which would cost over \$160,000 per year. The Customs officials have told Airport staff that when their officials are available on the days service is not offered, Customs is willing to send individuals to the Airport but cannot guarantee that service.

Chairman Goode commented that with a second full-time Customs agent it would be feasible to expand the hours the service is available as well as the days. Mr. Mascaro said the current official is prepared to expand his hours of service on the days he works. The real challenge is the two days he is off. Staff has analyzed the figures and at this point adding a second full-time agent is not economically viable. He added that Airport staff will follow up with U.S. Customs after the federal fiscal year begins, and also talk with the Airport users who make the most use of the service. He assured Commissioner Ziomek that few requests for Customs service are turned down because Airport users now know the days the service is available. He opined that the City and the Airport users will need to work together to have any expansion of services.

Chairman Goode opined that if service could be available every day, business would pick up accordingly. Commissioner Casey said that the Airport is doing a great job serving the local clientele. However charter operators from outside the state will hesitate to use Scottsdale when they can be assured of daily service at other local airports. Chairman Goode directed staff to agendize this topic for further discussion in October. Perhaps an approach by someone on the Commission would yield results. Mr. Mascaro agreed that this would make sense.

In reply to a question from Vice-Chairman Bergdoll, Management Analyst Ms. Shannon Johnson said the Customs service is available from 9 to 5 Thursday through Monday.

6. Discussion and Input Regarding Monthly Financial Statements for May and June 2012

Management Analyst Ms. Shannon Johnson discussed the report and pointed out highlights. She noted that the June figures could change once all the year-end accounting has been done. Revenue for the year was approximately 11 percent above the forecast, which represents an extra \$325,000. June expenses were about 6 percent above budget, primarily because of the expenses associated with the new Airport software that was funded from a previous fiscal year budget but not billed until this new fiscal year. She noted that a couple of large delinquent accounts receivable are due to a misunderstanding with one tenant that has been cleared up.

7. Discussion and Input Regarding Marketing, Community and Pilot Outreach Programs

Ms. Ferrara presented her report. They are working with the Scottsdale Visitors and Convention Bureau to prepare for the NBAA conference in October, securing sponsorships and producing a video to be showcased at their booth.

The owners of Zulu Caffé and Sound Lighting F/X are coordinating event logistics for the upcoming Air Fair on November 3 and 4. The event website has been launched, promotional postcards are already available, and Zowie Bowie will headline the entertainment on Saturday night.

In June and July six projects within the Airport influence area were submitted to the Planning Department.

The Airport hosted a booth at the annual Realtor

Expo in July. They also hosted a photo shoot for a video segment for the Scottsdale Chamber of Commerce. In discussion with Commissioner Ziomek, Mr. Mascaro clarified that the new

video for the NBAA conference will promote the Airpark, and will be shown in tandem with the Airport promotional video made last year.

Ms. Ferrara screened a video about the Airport emergency drill, currently airing on Channel 11. It will be uploaded to YouTube with a link to the Airport website.

Mr. Read shared that an incident had taken place the previous evening when an aircraft landed with the gear up. Things went well but the runway had to be kept closed for a couple of hours while they waited for Air Transport, the specialized removal company, to come and remove the aircraft. The Airport does not have an official contract with this firm. Occasionally this company has been unavailable and staff has used a different service. Mr. Mascaro clarified that all removal expenses are the responsibility of the aircraft owner.

Commissioner Hobbi asked when the emergency drill video will air on Channel 11. Ms. Ferrara said it will be part of the round-up show and will air throughout the month at different times. Commissioner Hobbi said this shows the Airport's competence and the emphasis on safety, which are great messages for the community. He urged that this positive message should be screened to as wide an audience as possible.

In response to a query by Commissioner Ziomek, Ms. Ferrara said the Airport uses the City of Scottsdale Facebook page. Commissioner Ziomek suggested looking into creating a Scottsdale Airport Facebook page.

8. Discussion and Input Regarding Status of Aviation Items to City Council

Mr. Mascaro said that the three items approved by the Commission at tonight's meeting will be before City Council on the consent agenda on August 27.

9. Discussion and Possible Action to Modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar

Mr. Mascaro presented the meeting schedule. No changes were made.

FUTURE AGENDA ITEMS

Commissioner Ziomek commended the Airport staff on the removal of the block wall, which is a huge improvement.

Chairman Goode said he recently met with a Commissioner from the Aspen Airport, who told him they are struggling with the Gulfstream G650. Apparently the wingspan is just over FAA limits. Mr. Mascaro reminded the Commission that this is not agendized for discussion this evening.

Chairman Goode made a motion that they agendize an action item on the safety and legal logistics of allowing the Gulfstream G650 and any similar aircraft to use the Airport. Commissioner Ziomek seconded the motion, which carried by a vote of six (6) to zero (0). Commissioner Buzzard was absent.

ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 7:08 p.m.

Respectfully submitted,

A/V Tronics, Inc. DBA AVTranz